

Lansing, Michigan

February 20, 2001

A regular meeting of the State Administrative Board was held in the State Capitol, Senate Appropriations Room, 3rd Floor, on Tuesday, February 20, 2001, at 11:00 a.m.

Present: Brian DeBano, Director of State Government Affairs, representing John Engler, Governor, Chairperson
Theodore Hughes, Assistant Attorney General for Law, representing Jennifer M. Granholm, Attorney General
Julie Croll, Deputy State Treasurer, representing Mark A. Murray, State Treasurer
A. Edwin Dore, Deputy Secretary of State, representing Candice Miller, Secretary of State
Carol Wolenberg, Deputy Superintendent for Administration, representing Arthur Ellis, Superintendent of Public Instruction

Absent: David Hildenbrand, Deputy Chief of Staff, representing Dick Posthumus, Lt. Governor
Arlene Oisten, Secretary

Others Present: Sherry Bond, Kathy Jones, of the Department of Management and Budget; Randy J. Knapp, of the Department of Transportation; John Reurink of MIRS

1. CALL TO ORDER:

The meeting was called to order by Mr. DeBano. Reverend Casey Wells of Westminster Presbyterian Church in Lansing gave the invocation. Mr. DeBano led the Pledge of Allegiance to the Flag.

2. READING OF MINUTES OF PRECEDING MEETING AND APPROVAL THEREOF:

Ms. Wolenberg moved that the minutes of the State Administrative Board for the regular meeting of February 6, 2001 be approved as distributed. Mr. Hughes supported the motion, and it was unanimously adopted.

3. HEARING OF CITIZENS ON MATTERS FALLING UNDER JURISDICTION OF THE BOARD

None

4. COMMUNICATIONS:

None

5. UNFINISHED BUSINESS:

None

6. NEW BUSINESS:

Certified Retention and Disposal Schedules:

Allegan County, Finance Department, 1/5/01

Allegan County, Human Resources, 1/5/01

City of Battle Creek, Police, Management Services, 1/5/01

Macomb County, County Clerk, Civil Service Commission, 1/9/01

Washtenaw County, Sheriff, Records Division, 1/17/01

Retention and Disposal Schedules:

Department of Attorney General, Consumer Protection Division, 9/27/00

Mr. Hughes moved that the Retention and Disposal Schedules be approved.
The motion was supported by Mr. DeBano and unanimously adopted.

7. REPORTS AND RECOMMENDATIONS OF COMMITTEES:
(Please see the following pages)

Ms. Croll presented the Finance and Claims Committee Report covering the regular meeting held February 13, 2001. After presentation and review of

the forgoing Committee Report, Ms. Croll moved that the regular Finance and Claims Committee Report of February 13, 2001 be approved and adopted with the withdrawal of item 4(2) of the regular agenda. The motion was supported by Mr. Hughes and unanimously approved.

Ms. Croll presented the Building Committee Report covering the regular meeting held February 14, 2001. After presentation and review of the forgoing Committee Report, Ms. Croll moved that the regular Building Committee Report of February 14, 2001 be approved and adopted. The motion was supported by Mr. Dore and unanimously approved.

Mr. Dore presented the Transportation and Natural Resources Committee Report for the regular meeting of February 14, 2001. After review of the forgoing Transportation and Natural Resources Committee Report, Mr. Dore moved that the Transportation and Natural Resources Committee Report covering the regular meeting held February 14, 2001 be approved and adopted with the withdrawal of item 25 of the regular agenda. The motion was supported by Mr. Hughes and was approved unanimously.

8. MOTIONS AND RESOLUTIONS:

None

9. ADJOURNMENT:

Mr. Dore moved the meeting be adjourned. The motion was supported by Ms. Wolenberg and unanimously approved. Mr. DeBano adjourned the meeting.

CHAIRPERSON